

# Fire Safety in Residential Care Premises Workshop 5



Community Protection Directorate  
Fire Protection Team



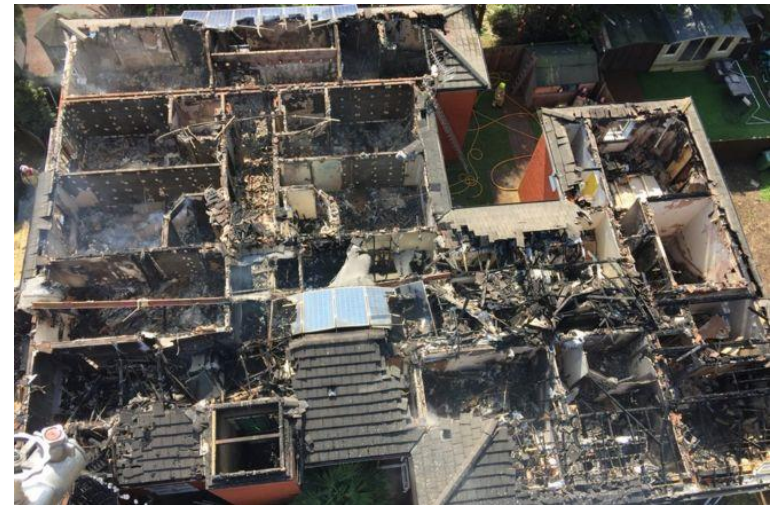
# Introductions



# Why are we here?

- Year 22/23 – 485 fires in UK care homes





# Legislation

What piece of legislation is used in the UK to ensure fire safety in residential care premises?

- The Regulatory Reform (Fire Safety) Order 2005

What does 'The Order' require from you?

As the responsible person you must:

- carry out a fire risk assessment of the premises and review it regularly
- tell staff or their representatives about the risks you've identified
- put in place, and maintain, appropriate fire safety measures
- plan for an emergency
- provide staff information, fire safety instruction and training

The Fire Safety Order is a Fire Risk Assessment based approach



# Fire Risk Assessment

“If you are the *‘Responsible Person’*, you must ensure that a fire risk assessment has been carried out that must focus on the safety of all *‘Relevant Persons’* in the case of fire.

It should pay particular attention to those at special risk, such as the disabled and those with special needs”



# Person Centred Risk Assessment

The person-centred fire risk assessment will help identify residents who are at higher risk from fire in their own accommodation – whether this is due to their behaviours or their ability to respond and escape from a fire.

The risk assessment should include an action plan that specifies what steps will be taken to improve the safety of the vulnerable resident.



# Person Centred Risk Assessment

- Step 1: The characteristics, behaviours and capabilities of the resident that may lead to fire risk.
- Step 2: Determine the potential causes of fire and the existing measures to prevent fire.
- Step 3: Identify any circumstances that could lead to the rapid development of fire.
- Step 4: Identify existing measures to protect the resident if fire occurs.
- Step 5: Consider capacity of resident to respond appropriately to fire alarm signals or signs of fire.
- Step 6: Consider ability of resident to make their way to safety.
- Step 7: Determine the level of risk to the resident from fire.
- Step 8: Prepare action plan.
- Step 9: Determine period for review of the assessment.





# Staffing Numbers


It's your responsibility to decide how many staff you need to deliver a safe, effective and responsive service and ensure you plan your staffing to maintain this.

Do staff receive effective training in safety related policies and procedures and how to apply them in practice?





# Guide to safe staffing



Part of our 'Good and outstanding care' range

A black and white photograph of a woman with glasses and a denim shirt, smiling. In the background, another person is partially visible. The photo is framed by a thin grey border.

# Introduction

- What is safe staffing?
- What are the warning signs of inadequate staffing?
- What are CQC standards around safe staffing?
- Other resources to help

## 1

**Safe staffing levels – how many staff do you need?**

- Decide how many staff you need
- Plan your staffing rota
- Put contingencies in place
- Review your staffing levels
- Using technology to support safe staffing

## 2

**Safe recruitment practices – recruit the right staff to deliver safe care and support**

- Plan your recruitment
- Attract and select the right people
- Review your recruitment and retention activities

## 3

**Safe and competent staff – ensure staff are competent to deliver safe care and support**

- Give new staff a thorough induction
- Provide learning and development opportunities for staff
- Support your staff

CERTIFIED  
FIRE  
DOOR  
FD  
30

**1. Check it is a fire door**  
Look for labels or similar markings that show the door is certificated.

Fire door  
keep shut

**2. Signage**  
Check the door is marked correctly with the appropriate signage.



**9. Electro-mechanical Hold Open Devices**  
The only legal way of holding fire doors open. Should be linked to fire alarm systems.



**3. Door levers and furniture**  
Check they operate smoothly and return to position.



**8. Mechanical Door Closer**  
Check its fitted securely, free from damage and not leaking oil.



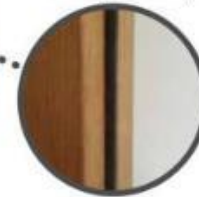
**4. Locks and Latches**  
The latch should hold the fire door firmly in place without rattling to work properly.



**7. Gaps**  
There should be an even gap all around the door and frame of no more than 3mm.



**6. Hinges**  
Fire doors must have three certified hinges, fitted firmly with no missing screws.



**5. Intumescent Fire and Smoke Seals**  
Swell up and expand in a fire to stop smoke and toxic gases from getting through gaps.







# Evacuation

Evacuation plans must be fully risk assessed, understood & practiced

- Simultaneous or Single Stage
  - Phased or Progressive
  - Delayed or 'Stay Put'



# Simultaneous or Single Stage Evacuation

*“Everyone reacts to the warning signal given when a fire is discovered, then make their way, by the means of escape, to a place of safety away from the premises”.*

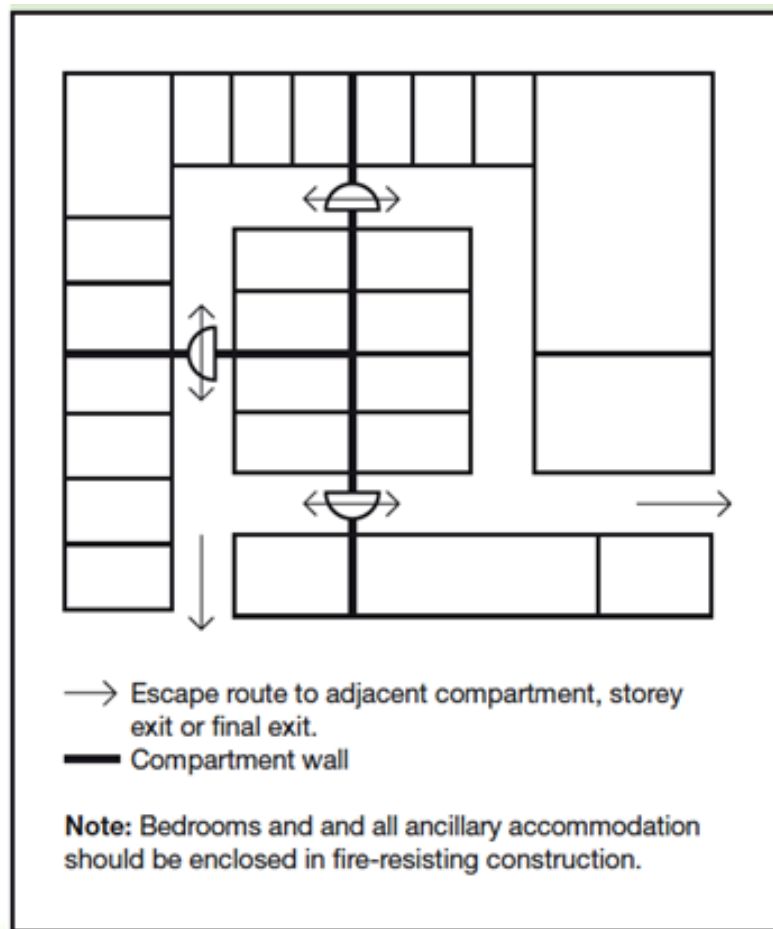
May be required due to flooding, gas leaks etc.

Should be able to conduct this without the assistance of the fire service – is this realistic?





# Phased or Progressive Horizontal Evacuation



# Delayed Evacuation

“*Stay Put*” is only safe where:

- Compartmentation is adequate
  - Fire is detected early
- Fire Service are called and attend as early as possible
  - Evacuation is carried out in relation to risk
- Where persons are left in place they should be accompanied – is this possible?



# BREAK TIME



## Case Study

It is 04:25 on a Tuesday and  
your fire alarm actuates

What would you do?



## Case Study

The fire alarm panel shows:

**'FIRE – GROUND FLOOR  
ELECTRICAL CUPBOARD'**

What would you do now?



## Case Study

Staff that went to investigate have reported that there is a smell of burning on the ground floor around the electrical cupboard.

What would you do now?



## Case Study

- Investigate
- Call the Fire Service
- Commence horizontal evacuation
- Close doors as you go
- Prepare for arrival of Fire Service



# Case Study

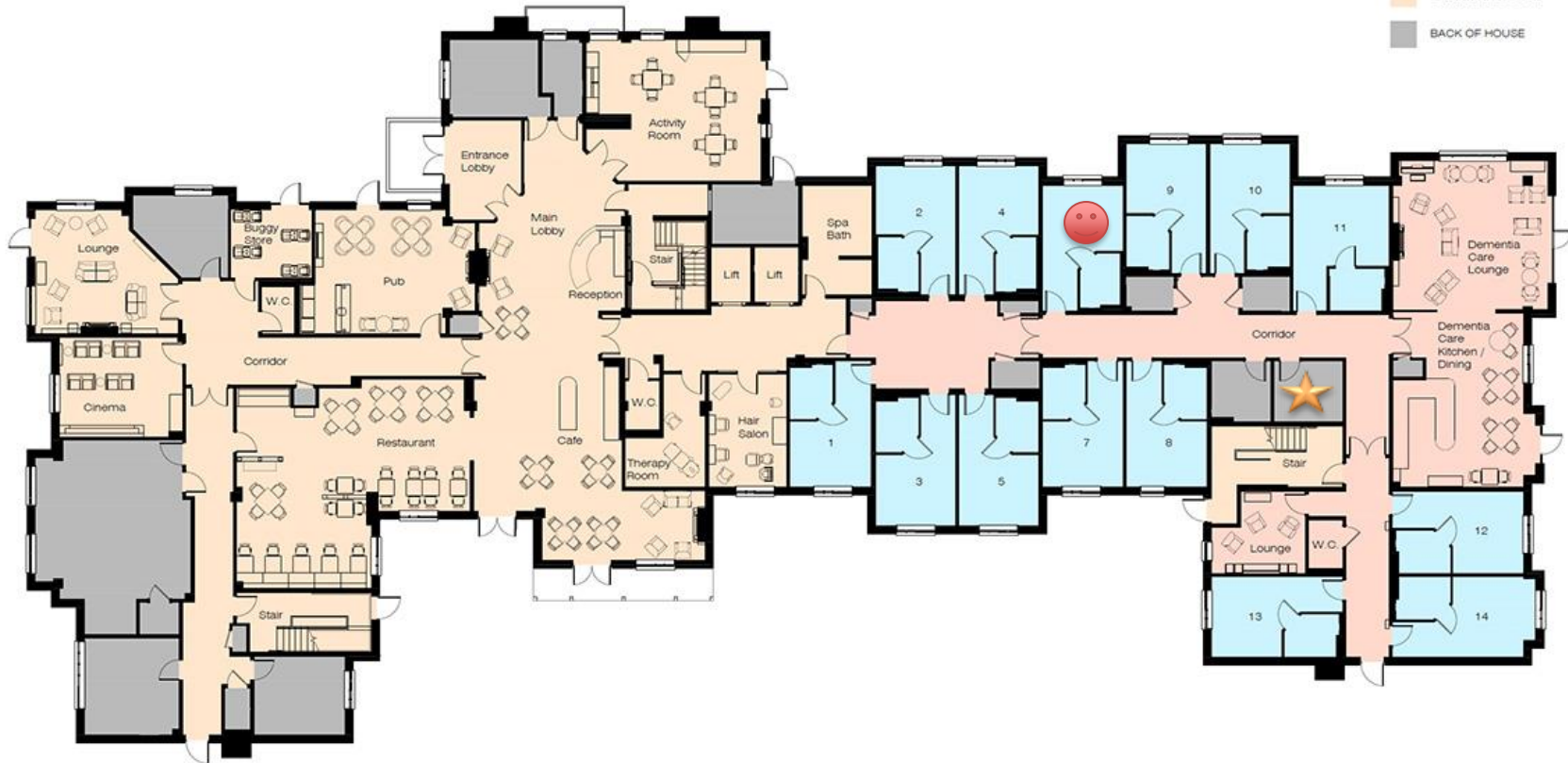
- Call to FRS:
  - Premises name
  - Address
  - Nature of the incident
  - Number of persons within the premises
  - How ambulant are those people?
  - Has evacuation commenced?







- KEY
- STUDIO APARTMENT
  - DEMENTIA CARE STUDIOS
  - DEMENTIA CARE COMMUNAL AREAS
  - COMMUNAL AREAS
  - BACK OF HOUSE



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Hertfordshire

## Fire Safety Testing Programme

|                                   | <b>Weekly</b> | <b>Monthly</b> | <b>6 Monthly</b> | <b>Annually</b> |
|-----------------------------------|---------------|----------------|------------------|-----------------|
| <b>Fire Alarm &amp; Detection</b> | Test          |                | Service          | Full Service    |
| <b>Emergency Lighting</b>         | Check         | Test           | Service          | Full Service    |
| <b>Firefighting Equipment</b>     | Check         |                |                  | Full Service    |
| <b>Fire Doors</b>                 | Check         |                |                  |                 |



# What do I do if I am worried about the premises?

Call us on **01707 292 310**

or email us at:

[administration.cfs@hertfordshire.gov.uk](mailto:administration.cfs@hertfordshire.gov.uk)

**Please give the address of the property**



# Home Fire Safety Visits

## Request a home fire safety visit

If you or someone you know is elderly, has a disability, or is vulnerable, you can request a home fire safety visit from us. Professionals can also use the form to submit a referral.

[Request a home fire safety visit >](#)

[Book a Home Fire Safety Visit](#)



# QUESTIONS



# Workplace Learning Session:

*“We are always here to help you”*

[www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk)





Sharon Davies CEO HCPA

Your Homework:

Deliver a Worktime Learning Session

Fire Safety – Residential Care: for  
unit managers, shift and team leaders



# Aim

To provide residential and support settings with a short 'light bite awareness session' to help embed key themes around Fire awareness in the leadership team:

Your staff presentation will cover

Review Staffing Levels

Evacuation Planning

Person Centred Risk Assessment (PEEPs Review)



# What is a 'worktime learning session'?

- It is a time to **refresh** what should be happening day to day
- A **reflective** time for leaders to **discuss** potential issues
- Will include some learning but is based around **practicalities at your site**



# How can this be used to keep leadership practice up to date?

- Within leadership team meetings
- 1:1 sessions with new leadership starters
- Following an incident to review situations
- As leadership refresher training



# What support will I have to do this?

- Powerpoint presentation with content specific to residential/supported living care fire safety: [Link on HCPA website in Member Zone under event resources.](#)
- A guide on how to complete a sufficient risk assessment
- Support from Herts Fire & Rescue Service for any queries and further training



# Worktime learning session - Evacuation Strategy Review for leaders



# Reviewing what we do

- This session is to help leaders...
- Be aware of their obligations
- Help staff understand the importance of fire training
- Review the policies we have in place and know what to do

# Activity 1: Evacuation Planning





# Group Discussion – Activity 1

- Using the HSE Guidance, in small groups discuss the following questions and fill in your answers on the activity sheet
- Be prepared to feedback your answers as a group



# Group Discussion – Activity 1

Evacuation plans must be fully risk assessed, understood & practised:

- What are the different types of evacuation process?
- What are the two essential aspects to consider when planning a safe evacuation of residents?
- What 6 elements must a Person-centred risk assessment cover?

# Activity 2

## Person Centred Risk Assessment (PEEPS Review)



# Group Discussion – Activity 2

- Using the handout, conduct a review of a current Person-Centred Risk Assessment
- Are there any gaps?
- How will you address these?



# Thank you

- Thank you for your time – lets work together to prevent fire incidents and minimise harm to individuals within our care.



Thank you for attending today

Certificates to be emailed to you.

Don't forget to add these to your Care  
Academy portal!

